



Plattsburgh, New York

Randal J. Stone
Assistant Chief

Plattsburgh Fire Department
65 Cornelia Street
Plattsburgh, NY 12901
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Fax: 518-561-8236
astoner@cityofplattsburgh-ny.gov

MEMO

TO: *Mayor James Calvin*
Members of the Common Council

FROM: Assistant Fire Chief, Randal Stone

DATE: February 27, 2014

RE: Fire and Ambulance Responses

For this two week period: Thursday, February 13, 2014 to Wednesday, February 26, 2014
our Department has responded to the following:

Fire Calls

32

- 1 building fire
- 7 system activation
- 17 EMS assist
- 1 chemical hazard
- 1 overpressure rupture of steam pipe
- 2 excessive heat/scorch
- 1 extrication rescue
- 1 hazmat release
- 1 outside rubbish fire

Ambulance Calls

114

Mutual Aid by CVPH

27

BUILDING INSPECTOR'S COMPLAINT REPORT: FEBRUARY 25, 2014

DATE	STREET #	COMPLAINT	INSP	INSPECTION REPORT	CORRECTION	CORRECTION DATE	STREET NAME
01/06/14	3	SIDEWALKS ICY/DANGEROUS FOR SCHOOL CHILDREN	CB	VIOLATION NOTICE ISSUED	CORRECTED	01/07/14	BROAD ST
01/06/14	5	SIDEWALKS ICY/DANGEROUS FOR SCHOOL CHILDREN	CB	VIOLATION NOTICE ISSUED	CORRECTED	01/07/14	BROAD ST
01/06/14	9	SIDEWALKS ICY/DANGEROUS FOR SCHOOL CHILDREN	CB	VIOLATION NOTICE ISSUED	CORRECTED	01/07/14	BROAD ST
01/08/14	177	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	CB	VIOLATION NOTICE ISSUED	CORRECTED	01/08/14	BROAD ST
01/09/14	86	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	CB	VIOLATION NOTICE ISSUED	CORRECTED	01/13/14	BROAD ST
01/15/14	103	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KP	VERBAL NOTICE OF VIOLATION	CORRECTED	01/21/14	OAK ST
01/22/14	4	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KP	VIOLATION NOTICE ISSUED	CORRECTED	01/27/14	COUCH ST
01/22/14	7	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KP	VIOLATION NOTICE ISSUED	CORRECTED	01/27/14	COUCH ST
01/22/14	13	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KP	SIDEWALK IS SHOVELED	CORRECTED	01/23/14	COUCH ST

DATE	STREET #	COMPLAINT	INSP	INSPECTION REPORT	CORRECTION	CORRECTION DATE	STREET NAME
01/22/14	15	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KP	FXED TO DPW	CORRECTED	01/31/14	COUCH ST
01/22/14	5112	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KP	SIDEWALK IS SHOVELED	CORRECTED	01/29/14	NORTH CATHERINE ST
01/30/14	9	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KP	VERBAL NOTICE OF VIOLATION	CORRECTED	01/31/14	OAK ST
01/30/14	5112	TRASH BINS LEFT BY THE STREET	KP	UNSUBSTANTIATED	CORRECTED	01/31/14	NORTH CATHERINE ST
01/31/14	33	TRUCK PARKED IN FRONT YARD	CB	VIOLATION NOTICE ISSUED	CORRECTED	02/24/14	DENNIS AVE
02/06/14	9	SNOW PLOWED ONTO CITY SIDEWALK	JM	NOTICES SENT TO ADJACENT PROPERTY OWNERS	NO VIOLATION		OAK ST
02/12/14	17	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	CB		CORRECTIVE ACTION IN PROGRESS		PIKE ST
02/12/14	66	SEWER ODOR	KB		CORRECTIVE ACTION IN PROGRESS		US OVAL
02/12/14	4833	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KB		CORRECTIVE ACTION IN PROGRESS		US AVE
02/12/14	20	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KB		CORRECTIVE ACTION IN PROGRESS		SHERIDAN AVE

DATE	STREET #	COMPLAINT	INSP	INSPECTION REPORT	CORRECTION	CORRECTION DATE	STREET NAME
02/12/14	52	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KB		CORRECTIVE ACTION IN PROGRESS		SOUTH PERU ST
02/12/14	64	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KB		CORRECTIVE ACTION IN PROGRESS		SOUTH PERU ST
02/12/14	78	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KB		CORRECTIVE ACTION IN PROGRESS		SOUTH PERU ST
02/12/14	50	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KB		CORRECTIVE ACTION IN PROGRESS		SOUTH PERU ST
02/12/14	61	GARBAGE	KP		CORRECTIVE ACTION IN PROGRESS		MILLER ST
02/13/14	83 1/2	RODENTS IN ATTIC	KB		CORRECTIVE ACTION IN PROGRESS		MONTY ST
02/18/14	4	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	CB		CORRECTED	2/19/14	COUCH ST
02/18/14	6	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	CB		CORRECTED	2/19/14	COUCH ST
02/18/14	7	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	CB		CORRECTED	2/19/14	COUCH ST
02/18/14	9	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	CB		CORRECTED	2/19/14	COUCH ST

DATE	STREET #	COMPLAINT	INSP	INSPECTION REPORT	CORRECTION	CORRECTION DATE	STREET NAME
02/18/14	11	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	CB		CORRECTED	2/19/14	COUCH ST
02/18/14	18	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	CB		CORRECTIVE ACTION IN PROGRESS		COUCH ST
02/18/14		SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KB		CORRECTIVE ACTION IN PROGRESS		HAMILTON ST (RED DUPLEX ACROSS FROM 28 HAMILTON ST)
02/18/14	41	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KB		CORRECTIVE ACTION IN PROGRESS		HAMILTON ST
02/18/14	121	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KB		CORRECTIVE ACTION IN PROGRESS		BRIDGE ST
02/18/14		SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KB		CORRECTIVE ACTION IN PROGRESS		DOCK ST
02/18/14	33	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KB		CORRECTIVE ACTION IN PROGRESS		HAMILTON ST
02/18/14	29	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KB		CORRECTIVE ACTION IN PROGRESS		HAMILTON ST
02/18/14	21	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KB		CORRECTIVE ACTION IN PROGRESS		HAMILTON ST
02/18/14	5115	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KP		CORRECTIVE ACTION IN PROGRESS		NORTH CATHERINE ST

DATE	STREET #	COMPLAINT	INSP	INSPECTION REPORT	CORRECTION	CORRECTION DATE	STREET NAME
02/18/14	77	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KP		CORRECTIVE ACTION IN PROGRESS		BRINKERHOFF ST
02/18/14	71	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KP		CORRECTIVE ACTION IN PROGRESS		BRINKERHOFF ST
02/18/14	69	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KP		CORRECTIVE ACTION IN PROGRESS		BRINKERHOFF ST
02/18/14	5122	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KP		CORRECTIVE ACTION IN PROGRESS		NORTH CATHERINE ST
02/18/14	47	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KP		CORRECTIVE ACTION IN PROGRESS		CUMBERLAND AVE
02/19/14	6	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	CB		CORRECTIVE ACTION IN PROGRESS		HELEN ST
02/19/14	36	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW, CARS PARKED ON THE LAWN	CB		CORRECTIVE ACTION IN PROGRESS		COUCH ST
02/19/14		TREE IN RIGHT OF WAY NEEDS TO BE CUT DOWN	JM	COMPLAINANT REFERRED TO ENGINEERING	REFERRAL		STETSON AVENUE RIGHT OF WAY
02/19/14	5007	ABANDONED HOME	KB		CORRECTIVE ACTION IN PROGRESS		SOUTH CATHERINE ST
02/19/14	152	GARBAGE	KP		CORRECTIVE ACTION IN PROGRESS		CORNELIA ST

DATE	STREET #	COMPLAINT	INSP	INSPECTION REPORT	CORRECTION	CORRECTION DATE	STREET NAME
02/21/14	63	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	CB		CORRECTIVE ACTION IN PROGRESS		BROAD ST
02/21/14	22	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW, GARBAGE	CB		CORRECTIVE ACTION IN PROGRESS		BROAD ST
02/21/14	8	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KB		CORRECTIVE ACTION IN PROGRESS		SOUTH PERU ST
02/21/14	1	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KP		CORRECTIVE ACTION IN PROGRESS		STONEGATE
02/21/14	165	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KP		CORRECTIVE ACTION IN PROGRESS		OAK ST
02/21/14	34	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KP		CORRECTIVE ACTION IN PROGRESS		RILEY AVE
02/21/14	31	SIDEWALKS NOT CLEARED OF ICE AND/OR SNOW	KP		CORRECTIVE ACTION IN PROGRESS		RILEY AVE

City of Plattsburgh Common Council
Work Session, February 20, 2014
Minutes

I.T. Department
Position

- Background: The 2013 Budget created an IT Department consisting of 3 positions, but the Council decided to move funds for one position to fund equipment.
- After some discussion that established the benefit of reinstating that position as recommended by Bryan Brayton, the Council recommended that personnel funds be reallocated. The breakdown of salaries will depend upon Mr. Brayton's salary, which will be determined before the vote to approve the reallocation. The budget will not be impacted because the money will simply be moved from one line to another.

Questions about updating the website

- Councilor Kretser asked if the bill paying function was secure. Mr. Brayton said that the City contracts out with a third party, Collectors Solutions (CSI) for this service. Privacy protections and safeguards are in place.
- There are plans to update the website. The IT department will contract with a company for design of the site infrastructure. The goal is to make the site easier to navigate and to provide application oriented efficiency technologies.

Melissa McManus

Ms. McManus works in Economic Development for the Village of Champlain Board. The main thrust of her presentation was to suggest ways for the City of Plattsburgh to get back on track with strategic planning and work with the Department of State (DoS).

- Complete the Local Waterfront Development Program (LWDP) process, which was first initiated in 1999 and revised slightly in 2010. This program is the blueprint upon which to plan projects, and is required by the State for grant consideration.
- The City has funds to develop a Vision Statement, which Kevin Farrington will spearhead. The process will involve grassroots and professional input and create the opportunity for the City to rediscover alignment with past documents (LWDP, Comprehensive Plan, The Clinton County Destination Master Plan, etc.), cull key points, and work toward a Strategic Action Plan.
 - "Visioning Committee" composition
 - It should be a diverse group: dreams, business professionals, taxpayers, regional visionaries, pragmatists.
 - Fifteen is a workable number.

- Documents should be digitized for committee members' use.
 - First visioning sessions should take place this summer.
- Over time the City has been the recipient of many DoS grants, and is a good position to receive more. It is time to move out of dormancy and invigorate the processes that will bring resources to the area. It is important to understand that the process, though worthwhile, is very slow.
- Through the 2012 DoS Waterfront Revitalization Program and Environmental Protection Fund, Key Project money is available. Applications are due March 31st, perhaps as much as 30-40K.
 - We could request additional funds for the Visioning Process
 - A consultant could help with the process of finding alignment in planning documents, and suggesting what is actionable in the short vs. long run, what is attractive to private investors.
 - Funds could be requested to assist with the completion of the LWRP.
- Funding and Implementation
 - Consultants can assist with developing fund plans and implementation strategies. Most grants require a 50% match.
 - Other state grant sources will be recommended, for example, the North Country Regional Economic Council.

Marina Follow up

Councilor O'Connell expressed concern about taking action on the marina so that something is in place by the 2014 season. Could a temporary lease agreement about docks and moorings at least be achieved?

- The City will know the results of the BIG grant award in March.



Plattsburgh, New York

Building and Zoning Department
41 City Hall Place
Plattsburgh, New York 12901
Ph: (518) 563-7707
Fax: (518) 563-6426

February 19, 2014

Honorable Mayor James Calnon
Members of the Common Council
City Clerk
41 City Hall Place
Plattsburgh, NY 12901

Dear Mayor, Councilors and City Clerk:

Please be advised that the Zoning Board of Appeals held a Public Hearing on February 18, 2014, at 7:00 PM in the Common Council Chambers to hear:

<u>APPEAL</u>	<u>APPLICANT</u>	<u>REQUEST</u>
1987	62 BRINKERHOFF STREET, LLC 62 BRINKERHOFF STREET	CLASS A VARIANCE AMEND CURRENT VARIANCE TO MIRROR PREVIOUSLY GRANTED VARIANCE WHICH EXPIRED GRANTED WITH STIPULATIONS
1993	NEW JERUSALEM BAPTIST CHURCH 83 OAK STREET	CLASS B VARIANCE EXPANSION OF CHURCH AND PARKING/DRIVEWAY AREA WHICH REDUCES OPEN SPACE TO 43% (50% MINIMUM IS REQUIRED) GRANTED
1995	MICHAEL DAVEY 8 HEALEY AVENUE	CLASS B VARIANCE AREA VARIANCE FOR THE RECONFIGURING OF THIS LOT, COVERAGE, OPEN SPACE, FRONT YARD GRANTED

APPEAL

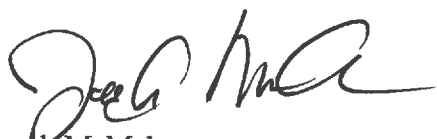
APPLICANT

REQUEST

1996

MICHAEL RACINE
18 STETSON AVENUE

CLASS B VARIANCE
AREA VARIANCE,
FRONT PORCH WILL BE
WITHIN FRONT YARD
SETBACK REQUIREMENT
GRANTED



Joseph McMahon
Building Inspector

JM/dj

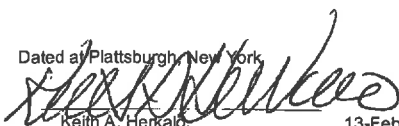
CITY OF PLATTSBURGH, NEW YORK
OFFICE OF THE CITY CLERK

Following is a complete statement of all monies received during the month of:

Jan 2014
~~Feb 2014~~

REVENUE SOURCE	CITY REVENUE	DUE OTHERS	TOTAL
Bingo Licenses (City) 25-2540	0.00		0.00
Bingo Licenses (State) 1-0632	0.00		0.00
Bingo License Fees 3% 25-2540	304.40		304.40
Building Permits 25-2555	25.00		25.00
Circus License 25-2502	0.00		0.00
City Code 12-1255	0.00		0.00
Code Civil Compromise 26-2614	0.00		0.00
Contractor Fees 25-2557	0.00		0.00
Dog Licenses 25-2542	272.50		272.50
State Neuter/Spay surcharge		47.00	47.00
Extract of Records 12-1255	13.25		13.25
Game of Chance Lic. (City) 25-2541	0.00		0.00
Game of Chance Lic. (State) 1-0632	0.00		0.00
Gas Permits 15-1540	90.00		90.00
Going Out of Business Lic 25-2509	0.00		0.00
Hauler's Licenses 25-2505	260.00		260.00
Housing Code 21-2110	0.00		0.00
Impound Fees 15-1550	100.00		100.00
Interest Temp 1124-2401	41.78		41.78
Jeweler's Licenses 25-2503	0.00		0.00
Marriage Licenses 25-2545	315.00	405.00	720.00
Notary Fees 12-1255	14.00		14.00
Peddler/Vendor Licenses 25-2503	0.00		0.00
Returned Check Charges 12-1255	0.00		0.00
Sign Permits 25-2590	25.00		25.00
Specifications T-30		75.00	75.00
Special Use Permits 21-2110	0.00		0.00
Subdivision Fee 21-2110	50.00		50.00
Subdivision Ordinance 12-1255	0.00		0.00
Taxi Operator's Licenses 25-2507	50.00		50.00
Taxi Vehicle Licenses 25-2504	240.00		240.00
Tree/Stump Removal License 25-2508	0.00		0.00
Vital Statistics 16-1603	5712.00		5712.00
Zoning Ordinances 21-2110	0.00		0.00
Zoning Variances 21-2110	0.00		0.00
OTHER REVENUE			
Riverwalk 1127-2753	120.00		120.00
Auditorium 1127-2752	200.00		200.00
Centennial Plaques 1127-2705	0.00		0.00
Centennial Books 1127-2656	0.00		0.00
RECOVERED FUNDS			
Telephone 1-1410000-4414	0.00		0.00
Postage 1-1410000-4470	1.72		1.72
Print & Copy 1-1410000-4431	9.25		9.25
DISBURSEMENTS:	\$7,843.90	\$527.00	\$8,370.90
N.Y.S. Dept of Health \$405.00	Check No 1295		
N.Y.S. Dept of Ag & Mkts \$47.00	Check No 1296		
Total Paid Others:		\$452.00	
ADJUSTMENT: ↑ 2013 Bad Checks			\$0.00
Chamberlain (Spec. Deposits) \$75.00	Check No 1297		
Chamberlain (Net Revenues) \$7,843.90	Check No 1298		
Amount Due City Chamberlain:		\$7,918.90	
			\$8,370.90

Dated at Plattsburgh, New York


Keith A. Herkalo,
City Clerk

13-Feb-14



Plattsburgh Police Department

45 Pine Street

Plattsburgh, New York

518-563-3411

518-566-9000 (FAX)

DESMOND J. RACICOT
Chief of Police

February 13, 2014

Mayor Donald M. Kasprzak
And Members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

Dear Mayor and Council Members;

Attached please find the monthly report of the Parking Violations Bureau for January 2014.

Respectfully Submitted,

Chief Desmond J. Racicot
Plattsburgh Police Department

HLS

PARKING VIOLATIONS BUREAU

Monthly Report for January 2014

	<u>Jan 2014</u>	<u>Jan 2013</u>
TICKETS ISSUED:	86	254
TICKETS COLLECTED:	131	230
REVENUE FOR MONTH:	\$4,067.75	\$6,221.25

YEAR TO DATE TOTALS:

	<u>Jan 2014</u>	<u>Jan 2013</u>
TICKETS ISSUED:	86	254
TICKETS COLLECTED:	131	230
REVENUE:	\$4,067.75	\$6,221.25
COMPARISON:	Parking tickets issued for Jan. 2013: DOWN 168 Parking tickets collected for Jan. 2013:DOWN 99 Revenue for Jan. 2013: DOWN \$2,153.50 Amount Dismissed: \$496.00	

BREAKDOWN FOR December 2013

CITY OF PLATTSBURGH PARKING TICKET SYSTEM

SUMMARY OF PARKING TICKETS - BY OFFICER

1/31/2014

VL --DESCRIPTION--	MANUAL-MTD	MANUAL-YTD	HH-MTD	HH-YTD	-VALUE-MTD-	-VALUE-YTD-
1 HANDICAP	0	0	0	0	0	0
2 NO PARKING	0	0	0	0	0	0
4 OVERTIME 30 MIN	0	0	0	0	0	0
5 OVERTIME 2 HRS	0	0	0	0	0	0
7 FIRE HYDRANT	0	0	0	0	0	0
10 BLOCKING SIDEWALK	0	0	0	0	0	0
11 LEFT WHEEL CURB	0	0	0	0	0	0
13 BLOCK DRIVEWAY	0	0	0	0	0	0
18 OBST. LANE	0	0	0	0	0	0
19 TAXI ONLY	0	0	0	0	0	0
24 PARKING BAN	0	0	0	0	0	0
25 UNINSPECTED	0	0	0	0	0	0
26 OVERTIME PARKING	0	0	0	0	0	0
40 UNREGISTERED	0	0	0	0	0	0
41 DOUBLE PARK	0	0	0	0	0	0
42 NO PARKING	3	3	11	11	227.25	227.25
43 NO STANDING	0	0	0	0	0	0.00
44 SIDEWALK	3	3	0	0	0	54.75
46 CROSSWALK	0	0	0	0	0	0.00
47 ZONE/CURB	0	0	0	0	0	0.00
52 HIGHWAY	0	0	0	0	0	0.00
54 DRIVEWAY/BLOCK	1	1	0	0	0	15.00
55 TAXI ZONE	6	6	0	0	0	118.50
57 CROSSWALK 20'	1	1	0	0	0	15.00
60 OBST. SIDEWALK	0	0	0	0	0	0.00
62 FIRE HYDRANT	0	0	2	2	2	30.00

64 WWY2WAY	1	1	0	0	15.00	15.00
65 WWY1WAY	0	0	0	0	0.00	0.00
67 ANGLE	0	0	0	0	0.00	0.00
68 OVERLINE	0	0	1	1	24.75	24.75
69 OVERTIME 10 MIN	0	0	1	1	15.00	15.00
70 OVERTIME 30 MIN	0	0	0	0	0.00	0.00
71 OVERTIME 1 HR	0	0	0	0	0.00	0.00
72 OVERTIME 2 HR	0	0	45	45	734.25	734.25
73 OVERTIME 4 HR	0	0	0	0	0.00	0.00
78 TIME LOADING	0	0	0	0	0.00	0.00
79 EMERGENCY	0	0	0	0	0.00	0.00
81 HANDICAP	0	0	9	9	684.00	684.00
82 TRAILER	0	0	0	0	0.00	0.00
86 SNOW BAN	0	0	0	0	0.00	0.00
87 LIM SNOW BAN	0	0	0	0	0.00	0.00
88 UNINSPECTED	0	0	0	0	0.00	0.00
89 UNREG MV	0	0	0	0	0.00	0.00
90 NO PARKING EVEN	0	0	0	0	0.00	0.00
91 NO PARKING ODD	0	0	0	0	0.00	0.00
95 20' INTERSECTION	0	0	0	0	0.00	0.00
98 12" CURB	0	0	0	0	0.00	0.00
101 FACING WRONG2W	0	0	0	0	0.00	0.00
107 SNOW 12:01-6 AM	0	0	0	0	0.00	0.00
Other	0	0	0	0	0.00	0.00
TOTALS:	15	15	69	69	1,933.50	1,933.50

TOTAL NUMBER OF TICKETS ISSUED FOR THIS MONTH = 254 86

TOTAL NUMBER OF TICKETS ISSUED FOR THIS YEAR = 254 86

PERCENT OF THIS MONTHS TICKETS ISSUED MANUALLY = 16.93% 17.44 %

PERCENT OF THIS MONTHS TICKETS ISSUED WITH HANDHELDS = 83. 82.56 %

PERCENT OF THIS YEARS TICKETS ISSUED MANUALLY = 16.93% 17.44 %

PERCENT OF THIS YEARS TICKETS ISSUED WITH HANDHELDS = 83.0. 82.56 %

PROCLAMATION

2014 MS AWARENESS WEEK

WHEREAS, multiple sclerosis (MS) is a neurological disease of the central nervous system, affecting 2.3 million people worldwide, and each hour someone is newly diagnosed; and

WHEREAS, the National Multiple Sclerosis Society Upstate New York Chapter reports that more than 12,800 people in our chapter area diagnosed with MS a disease that generally strikes people in the prime of life, between ages 20 through 50, and causes unpredictable effects in which the progression, severity and specific symptoms cannot be foreseen, and the cause and cure for this often debilitating disease remain unknown; and

WHEREAS, the National Multiple Sclerosis Society Upstate New York Chapter has been committed for more than 63 years to a world free of MS, heightening public knowledge about and insight into the disease; and

WHEREAS, since 1946 the National Multiple Sclerosis Society has been a driving force of MS research, relentlessly pursuing prevention, treatment and a cure and has invested more than \$771 million in groundbreaking research; and

WHEREAS, funds raised through the National Multiple Sclerosis Society fuel the efforts of more than 325 research projects globally; and

WHEREAS, discovering the cause, finding a cure, and preventing future generations from being diagnosed with MS is an important task that all Americans and New Yorkers should support; and

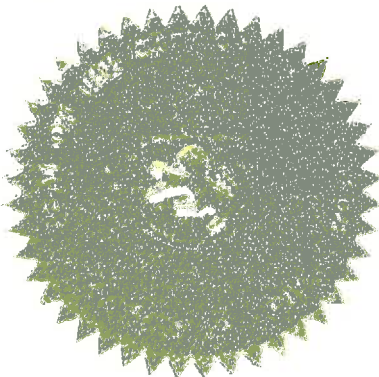
WHEREAS, the city of Plattsburgh of New York recognizes the importance of finding the cause and cure of MS, a chronic and often devastating disease, and expresses its appreciation and admiration for the dedication that the National Multiple Sclerosis Society Upstate New York Chapter has shown toward a future free of MS;

NOW, THEREFORE, I James E. Calnon, Mayor of the City of Plattsburgh, do hereby proclaim March 3-9, 2014 as

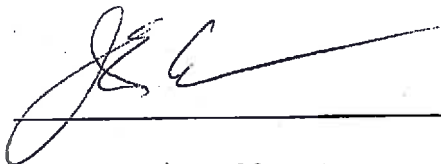
MS Awareness Week in Plattsburgh

and do commend this observance to all of our citizens. I encourage all New Yorkers to learn more about multiple sclerosis and what they can do to support individuals with MS and their families.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official seal of the City of Plattsburgh to be affixed.



Done in the City of Plattsburgh, New York this twenty-seventh day of February in the Year Two-Thousand Fourteen



James E. Calnon, Mayor



327 Margaret Street
Plattsburgh, NY 12901
Telephone (518) 562-6515

February 4, 2014

Kevin Farrington
City Engineer
City of Plattsburgh
41 City Hall Place
Plattsburgh, NY 12901



Subject: North Margaret Street Bike Path

Dear Mr. Farrington:

Georgia-Pacific is writing this letter to support the creation of a North and South bike path on North Margaret Street from Boynton Avenue to Dead Creek Bridge.

We believe that reducing North Margaret Street to two lanes with a center turning lane and bike lanes on both sides not only will benefit the community but also Georgia-Pacific employees when entering and exiting the facility.

Georgia-Pacific has agreed to contribute up to \$5,000 for a traffic study to determine the feasibility of reducing north Margaret Street to two lanes as described above.

Sincerely,

Robert Penfield

Director of Manufacturing



Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

Engineering & Planning Dept.
41 City Hall Place
Plattsburgh, New York 12901
518-563-7730
Fax: 518-563-3645

February 25, 2014

Mayor James Calnon
And
Members of the Common Council
41 City Hall Place
Plattsburgh, N.Y. 12901

**REF: Zoning Law Amendment
Chapter § 270 Special Permitted
Uses in Industrial Zones**

Dear Mayor Calnon:

Please be advised at the regular meeting held February 24, 2014, the Planning Board reviewed Local Law P-1 of 2014 Amending City Code Chapter 270 of the City Code Concerning Special Permitted Uses in Industrial Zones to:

- Include Hotels as a special permitted use in an industrial zone;
- Include Eating and Drinking establishments.

The Planning Board recommends that the Common Council approve this proposed local law.

Very truly yours,

Kevin Farrington, P.E.
City Engineer

/dn

CC: Planning Board



Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

Engineering & Planning Dept.
41 City Hall Place
Plattsburgh, New York 12901
518-563-7730
Fax: 518-563-3645

February 11, 2014

Mayor James Calnon
And
Members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

**Ref: Request for Permission for Mayor
To Sign Engineering Consultant Agreement
with Stantec for Traffic Feasibility Study for
North Margaret Street, Boynton Avenue -
Cumberland Head Road, Contract #2014-06**

Dear Mayor Calnon & Councilors:

It is requested that the Common Council authorize the Mayor to sign the attached Engineering Service Agreement with **Stantec Consulting Services Inc., 3 Columbia Circle, Suite 6, Albany, NY, 12203**, to prepare a traffic study to evaluate the feasibility of performing a road diet on Margaret Street, from Boynton Avenue to Route 314. The cost associated with this service is **\$11,000.00** and will not be increased without prior Common Council approval

Very truly yours,



Kevin R. Farrington, P. E.
City Engineer

/dn

Att.(1)

CC: City Chamberlain
City Clerk

2014 STREET DRIVES

May	3	BOP ASSOC
	10	X X X
	17	AM CANCER SOC
	24	X X X
	31	MARINERS BASEBALL
June	7	ADK HUM SOC
	14	X X X
	21	UG RAIL RD
	28	X X X
July	5	Adk Dance Co
	12	X X X (MAYOR'S CUP) X X X
	19	NOON KIWANIS
	26	X X X
Aug	2	Plbg Comm Garden
	9	X X X
	16	X X X
	23	CC HIST ASSOC
	30	X X X
Sep	6	ELMORE SPCA
	13	X X X (BOP WEEKEND) X X X
	20	NC BALLET
	27	X X X



MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)

Plattsburgh, New York

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, New York 12901
518-563-2200
Fax: 518-563-6690

February 18, 2014

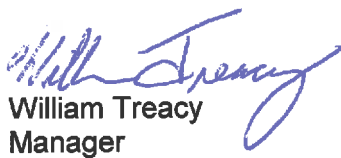
To: Mayor Jim Calnon

Subject: 115 kV Disconnects at St. Lawrence 1 – Phase 3- PMLD No. 2014-1-1
Bid Review and Award Recommendation

The Management of the Plattsburgh Municipal Lighting Department has reviewed and evaluated the two bids received on February 18, 2014, for the above subject contract.

We recommend award to **Stuart Irby, Liverpool, NY** in the total amount of **\$ 79,884.00**. The bid is within the funding allotted for this project. If you have any questions, please contact me. Thank you for your attention to this matter.

Respectfully Submitted,


William Treacy
Manager

Enclosure: (1)

CC: City Clerk
Kelly Clookey, MLD Finance Director
Bid 2014 -1-1 File

BID TITLE: PMKD Cont 2014 - 1-1115KV

BID TITLE:

Cont 2014-1-1158v

BID OPENING DATE:

Feb 18, 2014

348/1

[illegible]

Carlinb @ City of Plattsburgh - NY.gov.
41 City Hall

APPLICATION

563-7702

STREET SOLICITATION - PARADE - USE OF PARK OR FACILITY, ETC.

ORGANIZATION/NAME: SUNY PLATTSBURGH - Club CARIBBEAN

ADDRESS: 101 BROAD STREET

DESCRIBE EVENT: STREET JAM: It's a parade carnival
(Expected # participants; if PARADE: route, # cars/floats)

Style to with music on a truck. There will be people
dancing along Rugar street within the Plattsburgh
State campus. There should be 75-100 people.

DATE/DATES: April 19, 2014

ALTERNATE/RAIN

DATES: N/A

(N/A For Street Solicitations)

BEGIN/END TIMES: 12:00pm - 4:00pm

GENERAL LIABILITY INSURANCE MUST BE PROVIDED

(City of Plattsburgh **MUST** be named as additional insured)

(Insurance **MUST** cover vehicles if used)

SOLITICATIONS are at designated intersections only

Signature/Title

CONTACT: _____

PRINT -

Name

Address

Phone

=====

APPROVAL'S:

Insurance: (Y) (N)

Police Dept: (Y) (N)

Clerk: (Y) (N)

Init/Date _____



CERTIFICATE OF LIABILITY INSURANCE

STUDA2C

OP ID: DMD

DATE (MM/DD/YYYY)

02/10/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Austin & Co., Inc. 20 Corporate Woods Blvd. Albany, NY 12211-2366 Michael J. Brooks		Phone: 518-465-3591 Fax: 518-465-3968	CONTACT NAME: PHONE (A/C, No. Ext): FAX (A/C, No.): E-MAIL ADDRESS:
INSURED Student Assoc of SUNY Plattsburgh 101 Broad Street Plattsburgh, NY 12901-2681		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Philadelphia Indemnity Ins. Co	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	<input checked="" type="checkbox"/>	PHPK1104808	12/01/2013	12/01/2014	EACH OCCURRENCE \$ 1,000,000
		DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000				
		MED EXP (Any one person) \$ 5,000				
		PERSONAL & ADV INJURY \$ 1,000,000				
	GEN'L AGGREGATE LIMIT APPLIES PER:					GENERAL AGGREGATE \$ 3,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PROJ-JECT <input type="checkbox"/> LOC					PRODUCTS - COMP/OP AGG \$ 3,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		PHPK1104808	12/01/2013	12/01/2014	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
		BODILY INJURY (Per person) \$				
		BODILY INJURY (Per accident) \$				
		PROPERTY DAMAGE (Per accident) \$				
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE		PHUB441916	12/01/2013	12/01/2014	EACH OCCURRENCE \$ 1,000,000
		AGGREGATE \$ 1,000,000				
	<input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTIONS 10,000					
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NY) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/>
						E.L. EACH ACCIDENT \$
						E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Per Policy Terms, Conditions and Exclusions: The City of Plattsburgh is named as an Additional Insured with respect Named Insured's use of premises for Street Jam Carnival to be held on April 19, 2014 from 12:00-4:00pm, as required by written agreement

CERTIFICATE HOLDER**CANCELLATION**

City of Plattsburgh
41 City Hall Place
Plattsburgh, NY 12901

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Michael J. Brooks

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MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)
Plattsburgh, New York

6 Miller Street
Plattsburgh, New York 12901
Ph # 518-563-2200
Fax: 518-563-6690

TO: Mayor James Calnon

FROM: William J. Treacy, P.E., Manager

RE: Unpaid Final Bill Account Write-off

DATE: February 12, 2014

The Management of the Plattsburgh Municipal Lighting Department respectfully requests permission to proceed with the write-off of unpaid final bills. The period covered by this write-off will be from **November 1, 2012 to November 30, 2012**. The amount of the write-off will be \$2,626.75. The percentage of write-offs for this period is .22%.

Sales for this time period were \$1,191,790.05.

Payments on letters sent out on final accounts for this period were \$3,028.42.

This write-off of unpaid bills represents 27 customers ranging as follows (all customers have no forwarding addresses and/or letters returned):

0 to \$50.00 – 11 customers
\$50.01 to \$100.00 – 7 customers
\$100.01 to \$150.00 – 5 customers
\$150.01 to \$200.00 – 3 customers
\$698.16 – 1 customer (business, left area)

I thank you for your attention to this matter.

Cc: Richard Marks, City Chamberlain
Eileen Sickles, Account Systems Supervisor
Final Bill Account Write-off



Plattsburgh Police Department
45 Pine Street

Plattsburgh, New York

518-563-3411
518-566-9000 (FAX)

DESMOND J. RACICOT
Chief of Police

February 27, 2014

Mayor James E. Calnon
And members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

Ladies and Gentlemen:

I respectfully request your approval for to hire Nathan Kasprzak as a police officers to fill the vacant position at the police department. He has passed all of the required exams and is on the Certified Eligible list. Your consideration in this matter is very much appreciated. If you should have any questions or require additional information, please feel free to contact me.

Respectfully,

Chief Desmond J. Racicot
Plattsburgh Police Department

DJR/hls



Plattsburgh, New York

Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

At a regular meeting of the Common Council of the City of Plattsburgh, New York, held February 27th, 2014, the following resolution was adopted:

By Councilor _____ ; Seconded by Councilor _____

WHEREAS, the following resolution was adopted on February 27th, 2014, and

WHEREAS, the Capital Expenditure Plan adopted January 9th, 2014, includes a Sanitary Sewer category, and

WHEREAS, the City Engineer is establishing a 2014 Sanitary Sewer and Pumping Station project that is included in the Capital Program adopted January 9th, 2014, and

WHEREAS, the cost of the 2014 Sanitary Sewer and Pumping Station project has been estimated and revised by the City Engineer, as follows:

	2014 Capital Plan	2014 Estimated Cost
South Peru St. sewer repair, 1,400 LF	\$ 280,000	\$ 280,000
Suspension Bridge Sanitary Sewer	150,000	176,000
Margaret Street Pump Station	<u>\$ 500,000</u>	<u>\$ 500,000</u>
Total	<u>\$ 930,000</u>	<u>\$ 956,000</u>
Project Funding:		
Sewer Capital Reserve	<u>\$ 930,000</u>	<u>\$ 956,000</u>
Total	<u>\$ 930,000</u>	<u>\$ 956,000</u>

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 27th day of February 2014, as follows:

- 1) That, the amount of Nine Hundred Fifty-six Thousand and 00/100 (\$956,000.00) Dollars be and it is hereby appropriated to the Capital Project **2014 Sanitary Sewer and Pumping Station (project H8130.59)** for the cost of the Capital Project described above is hereby authorized to be expended for such purpose.
- 2) That, Nine Hundred Fifty-six Thousand and 00/100 (\$956,000.00) Dollars of such appropriation be provided by the Sewer Capital Reserve fund.
- 3) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

CITY CLERK



Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

Engineering & Planning Dept.
41 City Hall Place
Plattsburgh, New York 12901
518-563-7730
Fax: 518-563-3645

MEMORANDUM

TO: Richard Marks, City Chamberlain

FROM: Kevin Farrington, City Engineer *KRP*

DATE: February 21, 2014

REF: Request for Establishment of Capital Project

It is requested that the capital budget be amended and funds appropriated for the following:

4 SANITARY SEWER

	APPROVED BUDGET	REVISED BUDGET	SOURCE OF FUNDS
South Peru St. sewer repair, 1400 LF	\$ 280,000.00	\$ 280,000.00	Sewer Reserve
Suspension Bridge Sanitary Sewer	\$ 150,000.00	\$ 176,000.00	Sewer Reserve
Margaret ST. Pump Station	\$ 500,000.00	\$ 500,000.00	Sewer Reserve
Total:	\$ 930,000.00	\$ 956,000.00	

Funding Summary: \$ 930,000.00 \$ 956,000.00

CC: Jon Ruff
Mike Brodi



Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

Engineering & Planning Dept.
41 City Hall Place
Plattsburgh, New York 12901
518-563-7730
Fax: 518-563-3645

February 21, 2014

Mayor James Calnon
and
Members of the Common Council
41 City Hall Place
Plattsburgh, N.Y. 12901

**REF: Recommendation of Award for
"Painting the Pipeline Suspension
Bridge Over the Saranac River;"
Contract #2014-03**

Dear Mayor Calnon & Councilors:

We received and opened bids on Tuesday, February 18, 2014, for Contract# 2014-03, "Painting the Pipeline Suspension Bridge Over the Saranac River ." A bid tabulation is attached for reference.

I have reviewed the bids and find they conforms to the specified requirements. Therefore, I recommend that a contract be awarded to, **"Abhe & Svoboda, Inc., 18100 Dairy Lane, Jordan, MN. 55352,** for the a total cost of **\$235,900.00.**

Funding for this award will have to be increased by \$25,900.00. Currently there is \$60,000 funded under "May 2011 Flooding" capital project (H5110.38) and \$150,000.00 is in the approved 2014 Sanitary Sewer Capital Project.

Very truly yours,


Kevin R. Farrington, P.E.
City Engineer

/dn

Attach.(1)
CC: City Clerk
City Chamberlain
Mike Brodi, Supt. Public Works

CITY OF PLATTSBURGH

BID TITLE:

Painting The Archway Suspension Bridge over The Square River

Cont # 2014-03

BID OPENING DATE:

February 18, 2016

NAME & ADDRESS OF BIDDERS	AMOUNT OF BID	NCBC	SECURITY
Armstrong of WNY Corp. 825 2 nd St. N. Cheektowatch, NY 14055	658,000.00	✓	Good
Robert L. Sordani Inc. 18100 Dairy Ln. Garden City, NY 11530	235,900.00	✓	Good
Spencer & Deming Inc. 15 Dwight St. Syracuse, NY 13202	550,000.00	✓	Good
Don Houlihan LUKE, RYAN (952) 447-6025			



Plattsburgh, New York

Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

At a regular meeting of the Common Council of the City of Plattsburgh, New York, held February 27th, 2014, the following resolution was adopted:

By Councilor _____ ; Seconded by Councilor _____

WHEREAS, the following resolution was adopted on February 27th, 2014, and

WHEREAS, the Capital Expenditure Plan adopted January 14th, 2010, includes a Water Source of Supply category, and

WHEREAS, the Engineering and Planning Department established a 2010 Meade Dam Design and Bidding Work Project that is provided for in total in the Capital Expenditure Plan adopted January 14th, 2010, and

WHEREAS, the cost of the 2010 Meade Dam Design and Bidding Work Project has been estimated by the Engineering and Planning Department to include the project elements and is being revised to include additional design cost, as follows:

	2010 Capital Plan	2010 Estimated Cost	2014 Revised Cost
Design and bidding work	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 350,000</u>
Total	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 350,000</u>
Project Funding:			
Water Capital Reserve	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 350,000</u>
Total	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 350,000</u>

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 27th day of February 2014, as follows:

- 1) That, the amount of Three Hundred Fifty Thousand and 00/100 (\$350,000.00) Dollars be and it is hereby appropriated to the Capital Project **2010 Meade Dam Design and Bidding Work Project (Project H8320.68)** for the revised cost of the Capital Project described above is hereby authorized to be expended for such purpose.
- 2) That, Three Hundred Fifty Thousand and 00/100 (\$350,000.00) Dollars of such appropriation be provided by the Water Capital Reserve fund.
- 3) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

CITY CLERK



Plattsburgh, New York

Jonathan P. Ruff, P.E.
Environmental Manager

41 City Hall Place
Plattsburgh, NY 12901
Phone: 518-536-7519
Fax: 518-563-6083
ruffj@cityofplattsburgh-ny.gov

February 24, 2014

To: Mayor Calnon and Members
Of the Common Council

Fr: Jonathan Ruff

Re: Mead Dam

Based on a technical study and logical rationale performed for the City by Schnabel Engineering, the NYS Department of Environmental Conservation (DEC) has agreed to consider an alternative approach to computing the required spillway capacity for Mead Dam. The preliminary analysis indicated that the alternative approach can significantly reduce the cost of the improvements needed.

Attached is a proposal from Schnabel Engineering for performing the work required by DEC for the alternative approach. The work includes:

- Additional Data Collection and Review
- Refinement of Mead Reservoir Hydrologic Model
- Hydrologic Modeling Report to Support a Revised Spillway Design Flood
- Meetings

It is respectfully requested that the Common Council agree to and authorize the execution of the agreement with Schnabel Engineering for the lump sum of \$18,800. The source of funds will be the Water Fund capital project H8320.68. The City Chamberlain will be requesting that this capital project be modified to provide funds for this work and other anticipated work that will follow.

Please contact me if you have any questions.



February 20, 2014

Jonathon P. Ruff, PE
Environmental Manager, City of Plattsburgh
41 City Hall Place
Plattsburgh, NY 12901

Subject: Proposal for Hydrologic Modeling to Support a Revised Spillway Design Flood for Mead Reservoir Dam, NYS DEC #218-0236 (Schnabel Reference P4925005)

Dear Mr. Ruff:

SCHNABEL ENGINEERING OF NEW YORK (Schnabel) is pleased to present this proposal to perform Hydrologic Modeling to Support a Revised Spillway Design Flood (SDF) for Mead Reservoir Dam, which is owned and operated by the City of Plattsburgh (City), New York. Mead Reservoir Dam is currently classified as a Class C – High Hazard facility regulated by the New York State Department of Environmental Conservation's Dam Safety Section (NYSDEC-DSS). This proposal follows our completion of the Peer Review of the SDF for Mead Reservoir Dam and the recommendation of NYSDEC-DSS to submit additional technical documentation for their consideration of a reduced SDF.

PROJECT DESCRIPTION AND BACKGROUND

Consistent with the requirements of NYS dam safety regulations, the City previously authorized a hydrologic and hydraulic analysis for the Mead Reservoir Dam for the purposes of assessing the hazard classification, developing inundation mapping for the Emergency Action Plan (EAP), and for evaluating the dam's performance relative to the required spillway capacity. The analysis concluded that the dam was appropriately classified as a high hazard facility and that the spillway did not have adequate spillway capacity. As a Class C dam, Mead Reservoir requires a spillway that can safely convey 50 percent of the Probable Maximum Flood (PMF). Subsequently, a recommendation for an increase in spillway capacity was accepted and a proposed design was developed which included a new labyrinth spillway and raising the dam crest. The proposed rehabilitation project (Project) was progressed through detailed design and advertised for bid. This documentation represents the NYSDEC-DSS's current understanding of the dam (i.e., the dam is out of compliance for spillway capacity).

Schnabel was retained by the City in October 2013 to perform an Information Review, a Peer Review of the technical documents supporting the development of the SDF and an independent evaluation of the hydrology for Mead Reservoir Dam. The purpose of this work was to identify potential options for project cost savings associated with bringing the dam into compliance for spillway capacity, and to screen potential alternatives that could lead to a reduction in the SDF. The primary documentation reviewed included the Engineering Assessment (EA) performed in April 2010 and the Phase I Inspection Report

(Phase I) that was completed in August 1981. The conclusions in the EA related to the SDF were based upon a hydrologic model that utilized the SCS Unit Hydrograph methodology to transform excess rainfall into direct runoff. This methodology is regularly used in dam safety analyses, but has been found to be unrepresentative and overly conservative for some watersheds (i.e., produces large peak flows). The conclusions in the Phase I were based upon a hydrologic model that utilized the Snyder Unit Hydrograph Methodology but relied on outdated extreme precipitation procedures based on the National Oceanic and Atmospheric Administration's (NOAA) Hydrometeorological Report 33 (HMR-33), which preceded the current standard of care which is HMR-52.

Schnabel developed an independent hydrologic model utilizing the Snyder Unit Hydrograph Methodology and HMR-52, which resulted in a predicted reduction of the regulated SDF. A brief technical memorandum was developed and submitted to the NYSDEC-DSS for their consideration of this reduction. A meeting was held on January 31, 2014, with representatives of the City, Schnabel, and NYSDEC-DSS to discuss these preliminary conclusions. The City received positive feedback from NYSDEC-DSS who indicated that they would require a formal submittal from the City that documented the details of the revised hydrologic analyses, formalized the conclusions, and was stamped by a professional engineer. A regulatory reduction in the SDF (and subsequently alternatives for a reduced spillway design and construction cost) would be achievable following their approval.

OBJECTIVE AND SCOPE

The purpose of this work is to develop a technical report for submission to the NYSDEC-DSS resulting in a reduction of the regulated SDF for Mead Reservoir Dam. The approval of the reduced SDF hinges on the technical arguments for the selection of hydrologic parameters utilized by the Snyder Unit Hydrograph Methodology. We have identified the following four tasks for this assignment.

Task 1: Additional Data Collection and Review

Task 2: Refinement of Mead Reservoir Hydrologic Model

Task 3: Hydrologic Modeling Report to Support a Revised Spillway Design Flood (SDF)

Task 4: Meetings

Task 1: Additional Data Collection and Review

Under this task, Schnabel will investigate, assess, and obtain available data that could be utilized to support the calibration of the hydrologic model for Mead Reservoir Dam. Specific information that is anticipated includes:

- Hourly rainfall records for extreme events recorded at nearby weather stations
- USGS StreamStats predictions for hydrologic parameters and extreme flow events
- USGS data for nearby stream gages recorded during extreme events and for watersheds hydrologically similar to that contributing to Mead Reservoir Dam
- Water level data collected at Mead Reservoir Dam during extreme rainfall events
- Water level data collected at Westbrook Reservoir #1 Dam during extreme rainfall events
- Water level data collected at Westbrook Reservoir #2 Dam during extreme rainfall events
- Radar-based rainfall data for extreme events recorded for the Mead Reservoir Dam, Westbrook Reservoir #1 Dam, Westbrook Reservoir #2 Dam and selected nearby watersheds hydrologically similar to those contributing to Mead Reservoir Dam

Task 2: Refinement of Mead Reservoir Hydrologic Model

Schnabel has developed a preliminary hydrologic model for Mead Reservoir Dam utilizing the Snyder Unit Hydrograph Methodology and HMR-52, which resulted in a predicted reduction of the regulated SDF. The Snyder Method generally uses two hydrologic parameters to define the unit hydrograph for a basin: C_b , which represents a basin coefficient that reportedly ranges from 1.8 to 2.2; and C_p , which is a peaking coefficient that reportedly ranges from 0.4 to 0.8. Under this task, Schnabel will utilize the information collected under Task 1 to estimate the value of these parameters for Mead Reservoir Dam. The hydrologic parameters will be subject to a sensitivity analyses and, to the extent that data availability allows, be calibrated to historic storm events. Various methodologies may be utilized to support the hydrologic parameter selection, including calibration to historic storms at the reservoirs or calibration to historic storms in a nearby gauged watershed.

Task 3: Hydrologic Modeling Report to Support a Revised Spillway Design Flood (SDF) for Mead Reservoir Dam

Under this task, Schnabel will prepare a Hydrologic Modeling Report to Support a Revised Spillway Design Flood (SDF) for Mead Reservoir Dam for the City and NYSDEC's review and comment. The report will be stamped by a NYS professional engineer, will provide a literature review, define the sources of data, and detail the hydrologic and hydraulic modeling approach and the procedures utilized for producing the revised prediction of the SDF. Figures and tables (as appropriate) will be developed to show the sensitivity of selected hydrologic modeling parameters and their impact on the predicted SDF. In particular, Schnabel will:

- Develop and submit a Draft Hydrologic Modeling Report to Support a Revised Spillway Design Flood (SDF) for Mead Reservoir Dam for review by the City. One copy of the report will be provided for review.
- Develop and submit a Hydrologic Modeling Report to Support a Revised Spillway Design Flood (SDF) for Mead Reservoir Dam for review and approval by the NYSDEC-DSS. This version will be stamped by a NYS professional engineer and will incorporate comments received from the City. Two copies of the report will be provided: one for NYSDEC, and one for the City. The report will also include digital copies of all hydrologic models required, as needed, by NYSDEC-DSS to review and process the proposed reduction of the SDF.

Task 4: Meetings

We anticipate that two meetings will be required to support these activities: one with City representatives, and another with NYSDEC-DSS. All meetings are anticipated to be held at Schnabel's Clifton Park, New York, office or at the NYSDEC office in Albany.

FEES

We propose to perform Tasks 1 through 4 for a lump sum fee of \$18,800. For your convenience, we have included our Standard Contract Terms and Conditions for your review. Your acceptance of this proposal can be facilitated by signing and returning one copy of this letter, which will form our agreement for these services.

CLOSING

We appreciate the opportunity to submit this proposal, and are looking forward to continuing to provide our services to the City. Please do not hesitate to contact me at 518-348-8580, or via email at gdaviero@schnabel-eng.com, should you have any questions or need additional information.

Sincerely,

SCHNABEL ENGINEERING OF NEW YORK



Gregory J. Daviero, PhD, PE
Principal

GJD:KJR:jlc

Attachment:

(1) Standard Contract Terms and Conditions (2 Sheets)

The terms and conditions of this proposal, including the attached Standard Contract Terms and Conditions are:

ACCEPTED BY: _____ **CITY OF PLATTSBURGH**

SIGNATURE: _____

PRINTED NAME: _____

TITLE: _____ **DATE:** _____



Plattsburgh, New York

Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

Date: February 25, 2014
MEMO TO: Mayor Calnon
FROM: Richard Marks
RE: Police Department – Budget Transfer

It is being requested from the Police Department to adjust amounts for the 2014 Budget as follows:

Increase Estimated Revenue: Insurance Recovery Proceeds 0-0001127-2680 \$2,981.66

Increase Appropriation: Repairs to Motor Vehicles 1-3121000-4452 \$2,981.66

This request provides for an increase to the 2014 budget in estimated revenue for insurance recoveries of collision damage incurred on three police vehicles. The corresponding increase will be to the 2014 budget for appropriations for repairs to motor vehicles in the police budget. This adjustment increases the 2014 General Fund Budget for estimated revenues and appropriations by \$2,981.66, equally.

Thank you for your attention to this request.

Cc: Carole Garcia
Heather Silver



Plattsburgh, New York

Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

At a regular meeting of the Common Council of the City of Plattsburgh, New York, held February 27th, 2014, the following resolution was adopted:

By Councilor _____ ; Seconded by Councilor _____

WHEREAS, the following resolution was adopted on February 27th, 2014, and

WHEREAS, the Capital Expenditure Plan adopted January 9th, 2014, includes a Street Resurfacing & Improvements category, and

WHEREAS, the Engineering and Planning Department is establishing a 2014 South Catherine Street Construction project that is included in the Capital Expenditure Plan adopted January 9th, 2014, and

WHEREAS, the cost of the 2014 South Catherine Street Construction project has been estimated by the Engineering and Planning Department for the costs to implement the improvements during 2014, as follows:

	2014 Capital Plan	2014 Estimated Cost
South Catherine – construction - South Platt to Crete Boulevard	<u>\$ 7,500,000</u>	<u>\$ 6,686,000</u>
Total	<u>\$ 7,500,000</u>	<u>\$ 6,686,000</u>
Project Funding:		
Federal Aid Highway funds	\$ 6,000,000	\$ 5,028,800
NYS – Marchiselli Aid funds	1,125,000	465,000
Water Operating Fund	-	320,000
Sewer Capital Reserve	-	80,000
General Fund	<u>375,000</u>	<u>792,200</u>
Total	<u>\$ 7,500,000</u>	<u>\$ 6,686,000</u>

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 27th day of February 2014, as follows:

- 1) That, the amount of Six Million Six Hundred Eighty-six Thousand and 00/100 (\$6,686,000.00) Dollars be and it is hereby appropriated for the capital project **2014 South Catherine Street Construction (H5110.43)** for the cost of the improvements as described above and is hereby authorized to be expended for such purpose.
- 2) That, Five Million Twenty-eight Thousand Eight Hundred and 00/100 (\$5,028,800.00) Dollars of such appropriation be provided by funding from the Federal Aid Highway program.
- 3) That, Four Hundred Sixty-five Thousand Eight Hundred and 00/100 (\$465,000.00) Dollars of such appropriation be provided by funding from the New York State Marchiselli Aid program.
- 4) That, Three Hundred Twenty Thousand and 00/100 (\$320,000.00) Dollars of such appropriation be provided by funding from the Water Operating Fund.
- 5) That, Eighty Thousand and 00/100 (\$80,000.00) Dollars of such appropriation be provided by funding from the Sewer Capital Reserve.
- 6) That, Seven Hundred Ninety-two Thousand Two Hundred and 00/100 (\$792,200.00) Dollars of such appropriation be provided by an advance from the General Fund, but that such advance be repaid to the General Fund by year end through funding of this portion of the project with additional aid program funding or Bond Anticipation Notes or Serial Bonding.
- 7) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

CITY CLERK




Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

Engineering & Planning Dept.
41 City Hall Place
Plattsburgh, New York 12901
518-563-7730
Fax: 518-563-3645

MEMORANDUM

TO: Richard Marks, City Chamberlain
FROM: Kevin Farrington, City Engineer 
DATE: February 19, 2014
REF: Request for Establishment of Capital Project

It is requested that the capital budget be amended and funds appropriated as follows:

9 STREET RESURFACING & IMPROVEMENTS

PROPOSED BUDGET

South Catherine - Construction, South Platt-
Crete Boulevard \$ 6,686,000.00

Funding:	\$ 5,028,800.00	Fed. Highway
	\$ 465,000.00	NYS Marchiselli
	\$ 320,000.00	Water(Betterment)
	\$ 80,000.00	Sewer(Betterment)
	\$ 792,200.00	General
	\$ 6,686,000.00	



Plattsburgh, New York

Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

At a regular meeting of the Common Council of the City of Plattsburgh, New York, held February 27th, 2014 the following resolution was adopted:

By Councilor _____ ; Seconded by Councilor _____

WHEREAS, the following resolution was adopted on February 27th, 2014, and

WHEREAS, the Capital Expenditure Plan adopted January 9th, 2014, includes a Street Resurfacing & Improvements category, and

WHEREAS, the Engineering and Planning Department is establishing a 2014 Street Resurfacing project that is included in the Capital Expenditure Plan adopted January 9th, 2014, and

WHEREAS, the cost of the 2014 Street Resurfacing project has been estimated by the Engineering and Planning Department for the costs to implement the improvements during 2014, as follows:

	2014 Capital Plan	2014 Estimated Cost
New Street - So. Catherine to White St	\$ 45,000	\$ 45,000
Pinewood - Trafalgar to Broadway	70,000	70,000
South Peru St. - Crete Blvd. to Sharron Ave.	224,000	224,000
Tyrell Avenue	220,000	220,000
West Court Street	280,000	280,000
Sidewalks	200,000	200,000
Miscellaneous Paving	100,000	100,000
Street Surveys	30,000	30,000
Street Borings	15,000	15,000
	<u>1,184,000</u>	<u>1,184,000</u>
Total	<u>\$ 1,184,000</u>	<u>\$ 1,184,000</u>
Project Funding:		
NYS CHIPS	\$ 444,000	\$ 444,000
General Fund	<u>740,000</u>	<u>740,000</u>
Total	<u>\$ 1,184,000</u>	<u>\$ 1,184,000</u>

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 27th day of February 2014, as follows:

- 1) That, the amount of One Million One Hundred Eighty-four Thousand and 00/100 (\$1,184,000.00) Dollars be and it is hereby appropriated for the capital project **2014 Street Resurfacing (H5110.44)** for the cost of the improvements as described above and is hereby authorized to be expended for such purpose.
- 2) That, Four Hundred Forty-four Thousand and 00/100 (\$444,000.00) Dollars of such appropriation be provided by funding from the New York State CHIPS program.
- 3) That, Seven Hundred Forty Thousand and 00/100 (\$740,000.00) Dollars of such appropriation be provided by an advance from the General Fund, but that such advance be repaid to the General Fund by year end through funding of this portion of the project with Bond Anticipation Notes or Serial Bonding.
- 4) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

CITY CLERK




Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

Engineering & Planning Dept.
41 City Hall Place
Plattsburgh, New York 12901
518-563-7730
Fax: 518-563-3645

MEMORANDUM

TO: Richard Marks, City Chamberlain

FROM: Kevin Farrington, City Engineer 

DATE: February 19, 2014

REF: Request for Establishment of Capital Project

It is requested that a capital budget be established and funds appropriated for the following:

9 STREET RESURFACING & IMPROVEMENTS

	APPROVED BUDGET	SOURCE OF FUNDS
New Street, So. Catherine to White Street	\$ 45,000.00	General
South Catherine-Construction, S.Platt-Crete Blv.	\$ -	
Pinewood, Trafalgar - Broadway	\$ 70,000.00	General
South Peru Street, Crete Blvd. to Sharron Avenue	\$ 224,000.00	NYS CHIPS
Tyrell Avenue	\$ 220,000.00	NYS CHIPS
West Court St.	\$ 280,000.00	General
Sidewalks	\$ 200,000.00	General
Misc Paving	\$ 100,000.00	General
Street Survey	\$ 30,000.00	General
Street Borings	\$ 15,000.00	General

Total: \$ 1,184,000.00

Funding Summary:

\$ 444,000.00	CHIPS
\$ 740,000.00	General
Total: \$ 1,184,000.00	

CC: Mike Brodi



Plattsburgh, New York

Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

At a regular meeting of the Common Council of the City of Plattsburgh, New York, held February 27th, 2014 the following resolution was adopted:

By Councilor _____ ; Seconded by Councilor _____

WHEREAS, the following resolution was adopted on February 27th, 2014, and

WHEREAS, the Capital Expenditure Plan adopted January 9th, 2014, includes a Bridge & Waterfront category, and

WHEREAS, the Engineering and Planning Department is establishing a 2014 Saranac River Trail Design project that was not included in the Bridge & Waterfront category of the Capital Expenditure Plan adopted January 9th, 2014, and is requesting to amend the Capital Expenditure Plan to include the 2014 Saranac River Trail Design in the Bridge & Waterfront category, and

WHEREAS, the cost of the 2014 Saranac River Trail Design project has been estimated by the Engineering and Planning Department for the costs to implement the improvements during 2014, as follows:

	2014 Capital Plan	2014 Estimated Cost
Saranac River Trail Design	<u>\$ 228,000</u>	<u>\$ 228,000</u>
Total	<u>\$ 228,000</u>	<u>\$ 228,000</u>
Project Funding:		
NYS DOT – TEP funding	\$ 182,000	\$ 182,000
General Fund	<u>46,000</u>	<u>46,000</u>
Total	<u>\$ 228,000</u>	<u>\$ 228,000</u>

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 27th day of February 2014, as follows:

- 1) That, the amount of Two Hundred Twenty-eight Thousand and 00/100 (\$228,000.00) Dollars is added to the Capital Expenditure Plan adopted January 9th, 2014, and is hereby appropriated for the capital project **2014 Saranac River Trail Design (H5110.45)** for the cost of the improvements as described above and is hereby authorized to be expended for such purpose.
- 2) That, One Hundred Eighty-two Thousand and 00/100 (\$182,000.00) Dollars of such appropriation be provided by funding from the New York State Department of Transportation TEP program.
- 3) That, Forty-six Thousand and 00/100 (\$46,000.00) Dollars of such appropriation be provided by an advance from the General Fund, but that such advance be repaid to the General Fund by year end through funding of this portion of the project with Bond Anticipation Notes or Serial Bonding.
- 4) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

CITY CLERK



Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

Engineering & Planning Dept.
41 City Hall Place
Plattsburgh, New York 12901
518-563-7730
Fax: 518-563-3645

MEMORANDUM

TO: Richard Marks, City Chamberlain

FROM: Kevin Farrington, City Engineer *KRF*

DATE: February 19, 2014

REF: Request for Establishment of Capital Project

It is requested that a capital budget be amended and funds appropriated for the following:

	APPROVED BUDGET	SOURCE OF FUNDS
Saranac River Trail Design	\$ 228,000.00	NYSDOT/General
	\$ 182,000.00	TEP-NYSDOT
	\$ 46,000.00	General
Total:	\$ 228,000.00	



Plattsburgh Police Department
45 Pine Street

Plattsburgh, New York

518-563-3411
518-566-9000 (FAX)

DESMOND J. RACICOT
Chief of Police

February 3, 2014

Mayor James E. Calnon
And members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

Ladies and Gentlemen:

I respectfully request your approval for a police officers to travel to Albany, NY from 4/7/14 to 4/9/14, for "Empire State Law Enforcement Traffic Safety Committee Annual Conference." The cost should not exceed \$390.50 as there is no registration fee, and will be expensed to the Asset Seizure Fund, training expenses. Your consideration in this matter is very much appreciated. If you should have any questions or require additional information, please feel free to contact me.

Respectfully,

Chief Desmond J. Racicot
Plattsburgh Police Department

DJR/hls



Plattsburgh Police Department

45 Pine Street

Plattsburgh, New York

518-563-3411

518-566-9000 (FAX)

DESMOND J. RACICOT
Chief of Police

January 30 2014

**Mayor James E. Calnon
And members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901**

Ladies and Gentlemen:

I respectfully request your approval for four police officers to travel to Verona, NY from 4/28/14 to 5/01/14, for "NYS Tactical Officers Association 2014 Tactical Training Conference and Expo." The cost will not exceed \$2,608.16 and will be expensed to the Asset Seizure Fund, training expenses. Your consideration in this matter is very much appreciated. If you should have any questions or require additional information, please feel free to contact me.

Respectfully,

**Chief Desmond J. Racicot
Plattsburgh Police Department**

DJR/hls



MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)

Plattsburgh, New York

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, New York 12901
518-563-2200
Fax: 518-563-6690

Date: February 24, 2014

To: Mayor Jim Calnon

From: Bill Treacy, Manager

Subj.: Traffic Signal Training

As Manager of the Municipal Lighting Department, I hereby requests permission to have Tim Carter attend Traffic Signal Training from March 17, 2014 thru March 21, 2014 to be held in Syracuse, NY at an estimated cost of \$ 1,615.00.

Attached is a copy of information on the meeting for your review. This training was included in MLD's budget for 2014. If you have any questions, please contact me.

ATT: 3

Cc: Kelly Clookey, Finance Director
Travel File



Plattsburgh Police Department

45 Pine Street

Plattsburgh, New York

518-563-3411

518-566-9000 (FAX)

DESMOND J. RACICOT
Chief of Police

February 24, 2014

Mayor James E. Calnon
And members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

Ladies and Gentlemen:

I respectfully request your approval for a police officer to travel to Utica, NY from 3/24/14 to 3/27/14, for "Peer Model EAP Coordinator Training." This training is to serve as a resource in addressing work/life issues among department employees, as part of the Employee Assistance Program. The Officer attending will be educated in the core skills that they must have in order to meet with an employee or an employee's family members to assess the situation and to make appropriate referrals to community resources so that the issue can be resolved and the employee can resume their work/life. Training includes working with the employee to improve productivity and morale, prevent alcohol and substance abuse and ways to reduce workplace violence, suicide, and domestic violence. The cost should not exceed \$396.00 as there is no registration fee, and will be expensed to the Asset Seizure Fund, training expenses. Your consideration in this matter is very much appreciated. If you should have any questions or require additional information, please feel free to contact me.

Respectfully,

Chief Desmond J. Racicot
Plattsburgh Police Department

DJR/his